## MINUTES OF MEETING OF THE BOARD OF PUBLIC WORKS, FEBRUARY 3, 1948.

The Board of Public Works met in the office of the Governor, Davison Building, Baltimore, Maryland, on Tuesday, February 3, 1948.

There were present:

Wm. Preston Lane, Jr., Governor James J. Lacy, Comptroller Hooper S. Miles, Treasurer.

In the absence of Mr. Kirkman, Mr. James G. Rennie, Chief of the Budget Bureau, Department of Budget & Procurement, attended the meeting.

Mr. John B. Funk, Chief Engineer of Maryland, also attended the meeting.

#### CONSTRUCTION:

# University of Maryland -

1- The Secretary brought to the attention of the Board the fact that at a previous meeting the University of Maryland was authorized to use \$18,000 of fees to supplement the appropriation of \$200,000 in the General Construction Loan of 1947 for the construction of a Dormitory at the Princess Anne Branch of the University of Maryland but that since the total cost of this work would be \$221,540.30 it would be necessary that the authority for the expenditure of fees be increased to \$21,540.30 so that sufficient funds will be available to take care of the cost of the work.

The Board accordingly approved the use of additional fees to the extent of \$3,540.30.

2- The Secretary called the attention of the Board to the fact that he had received a letter from Dr. H. C. Byrd, President, University of Maryland, stating it was expected that the balance of the money in the appropriation of \$150,000 in the General Construction Loan of 1947 for the construction of a Science and Classroom Building at the Princess Anne College beyond the amount of the contract covering the cost of the construction of the building would be needed to take care of the cost of installation of piping, etc. and the purchase of equipment for the building.

The Board stated that it would be willing to consider authorizing the expenditure of the money for the purposes stated, within the limitations of the appropriation, upon being advised definitely by Dr. Byrd as to the additional work to be done and the equipment to be purchased, after estimates for the cost of same had been obtained in the usual manner.

3- The Secretary brought to the attention of the Board a letter which had been received by Mr. Funk from Egli & Gompf, Inc., Engineers for the new Heating Plant at College Park, University of Maryland, advising that it had been decided to award the contract for the Deaerating Feedwater Heater at the Boiler Plant to the Cochrane Corporation rather than the Elliott Company, the bids received from both companies being the same amount, because of the fact that the equipment to be furnished by the Cochrane Corporation would be in accordance with the specifications for the work, whereas the equipment proposed to be furnished by the Elliott Company was not in accordance with the specifications.

The explanation was accepted by the Board as satisfactory and approval was given by the Board to confirm the award of this contract.

4- The Secretary brought to the attention of the Board a letter from Dr. H. C. Byrd, President, University of Maryland, dated January 14th, 1948, wherein it is stated that it is not the understanding of Dr. Byrd that the Board intended to limit him to the use of \$176,450 out of the appropriation of \$600,000 for the construction of a Psychopathic Hospital in connection with the University Hospital but that this was an approximate amount. Dr. Byrd advised that it was his understanding that it would require, to cover the cost of land, fees, possible run overs, etc., as much as \$200,000.

After due consideration the Board stated that it was willing that not more than \$200,000 of the \$600,000 appropriated for the new hospital be used in connection with the purchase of land, to cover the cost of acquisition of the properties, fees, possible run overs, etc.

5- The Secretary called attention to the fact that Dr. Byrd was to submit to the Board a brief in connection with the Crisfield Laboratory project, in view of the Resolution which was passed by the Ways & Means Committee of the House of Delegates at the 1947 Session of the General Assembly, calling upon the Board of Public Works to withhold authority for proceeding with the construction of a Technological Laboratory at Crisfield.

In view of the fact that the brief had not been received from Dr. Byrd the matter was held in abeyance until a later meeting.

6- The Secretary advised the Board that he had information to the effect that the farm of the University of Maryland at Ridgely, Maryland, had been sold in accordance with authority previously given by the Board, for the sum of \$14,800. A letter dated January 30, 1948, from Dr. Byrd, submitted to the Board for execution a deed conveying the property from the University of Maryland to Nettie C. D. Carter, the purchaser at the sale.

The Board instructed the Secretary to submit the deed to the Attorney General for approval as to form and legal sufficiency, before execution.

7- The Secretary brought to the attention of the Board a newspaper item which appeared in The Sun of January 18, 1948, in which Dr. Byrd was quoted as saying that one-half of the \$870,300 of Federal Hospital Construction Funds allotted to Maryland for this year, would be requested for the University of Maryland for the Psychopathic Hospital to be built in Baltimore.

As there was no request before the Board concerning this proposal there was no action taken in the matter.

Cheltenham School for Boys - Mr. Funk advised the Board that the renovation of the six cottages at Cheltenham School for Boys has revealed certain additional bad piping conditions which must be repaired before the new well installation is made under the contract approved by the Board. The contractor, Henry A. Knott, Inc., has submitted a bid of \$360.00 for this additional work.

The Board approved the doing of this additional work, payable from the allotment made to the institution from the Post War Construction Fund.

Department of Public Buildings & Grounds - Upon the recommendation of the Department of Public Improvements, the Board approved the award of a contract to The Gatch Supply Company in the amount of \$4,225.00 for exterior repairs and painting of the Dome of the State House, Annapolis, including Sco-Co; Treatment of gutters.

Mr. Funk submitted to the Board a report setting forth necessary interior repair work required for the State House Dome, Annapolis. In view of the fact that Mr. Funk was unable to obtain firm bids for this work, he recommended that Items a, c, and d shown in his report on today's agenda, which are brickwork and structural repairs and must be accomplished before the other work can be started, be included as an extra to the contract of Henry A. Knott, Inc., who constructed the scaffolding and carried out exploratory operations. The doing of the work covered by Items a, c, and d will take about two weeks and should not cost more than \$2,500 on a time and material basis, plus a fee of 10% for such extra work, with actual cost to be reported later.

The Board approved the recommendation of Mr. Funk that these items be proceeded with by Henry A. Knott, Inc., and authorized him to proceed to obtain bids for the remainder of the work outlined by him.

The Board approved the construction of a doorway between the office of the Governor's Assistant, in the State House, and the adjoining hall, with this item to be included in the contract for interior dome repairs and the cost of same to be reported to the Board at the next meeting, by Mr. Funk.

DEPARTMENT OF PUBLIC IMPROVEMENTS - The Secretary brought to the attention of the Board a proposal made by Mr. Funk at a previous meeting relative to the providing of record drawings, boundary, and topographic drawings for State institutions. Mr. Funk reported on this matter at today's meeting and indicated that the cost of this work would be approximately \$17,800, represented in the following items:

Chief of Party (Civil Engineer) \$3,300.00 Engineering Aids - (2) @ \$50.00 week 3,000.00 Travel, equipment, etc. 4,000.00

University of Maryland survey crews, includ-

does nding supervisors, equipment, etc. 7,500.00. This amount/includes the \$12,200.00 authorized by the Board January 6, 1947. After due consideration the Board approved the doing of this work and authorized the payment for it out of the item for Improvements to Public Buildings in the General Construction Loan of 1947.

Maryland House of Correction - Upon the recommendation of the Department of Public Improvements the Board approved the installation of asphalt tile at the Maryland House of Correction in 2 additional rooms by the C. J. Hammer Co. at a cost of \$136.00, making the total cost of the job, plus extras \$534.00, payable from the General Construction Loan of 1947-deferred maintenance "New floor and wainscot for center hall".

Maryland Penitentiary - Upon the recommendation of the Department of Budget

and Procurement the Board approved the award of the following contracts for the Maryland Penitentiary, payable from the General Construction Loan of 1947-Deferred Maintenance and Improvements of Power Plant-\$5,000.00:--

Kone Engineering Co., replacement parts \$575.00 ...

National Engineering Co., repairs to power plant 528.00

Flynn & Emrich, stoker repairs & replacements 481.90

\$1,584.90.

Upon the recommendation of the Department of Public Improvements the Board approved the award of contracts in connection with the installation of dormitory facilities at the Maryland Penitentiary, payable from the allotment of \$6,000 made by the Board in December for this purpose, as follows:

Talbott & Degele, Inc. \$3,940.00 H. G. Dowling and Co. \$600.00 \$4,540.00.

Maryland State Police - The Secretary brought to the attention of the Board a request received from the State Police of Maryland that the amount of \$1,625.00 payable by that department for radio supplies obtained from the Solomons Base project be deferred until the end of current fiscal year so that, if possible, the bill for these supplies could be paid out of any unexpended balances in the department's budget at the close of the year; or in the event of there being a lack of funds, at the end of the year, to take care of the payment of the bill the department be authorized to pay the bill out of the appropriation for the year beginning July 1, 1948.

The request of the Department of Maryland State Police was approved.

Mr. Funk advised the Board that one of the buildings at the Old Soldiers Home, Pikesville, had been badly damaged through fire and others are deteriorating due to roof leaks, etc. and recommended the acceptance of bid of the Aetna Construction Co. in the amount of \$9,397.60 for immediate necessary repairs, payable from the General Construction Loan of 1947.

The Board approved the recommendation of Mr. Funk.

Maryland Training School for Boys - Mr. Funk reported to the Board that he had looked into the matter of the title to the road leading from the Maryland Training School for Boys to the old Harford Road, which is used considerably by the school and its employees, and upon being advised by The State Law Department that because of the continued use of the road by the State over a period of years, it would be in order for the State to expend the sum of \$350.00 for improvements to this road to improve the condition

of it.

The Board approved the doing of this work, payable from the appropriation for Deferred Maintenance at the institution in the General Construction Loan of 1947.

Upon the recommendation of Mr. Funk the Board approved the appointment of G. Douglas Andrews, Associates, Consulting Engineers, for the preparation of drawings and specifications for improvements to the water system at the Maryland Training School for Boys.

Maryland Tuberculosis Sanatorium - The Secretary advised the Board that he was in receipt of an opinion from The State Law Department that it would be in order for the Board to authorize the transfer of \$1,000 appropriated in the General Construction Loan of 1947 for repairs to the diet kitchen floors to the Store Fund of the Maryland Tuberculosis Sanatorium, to reimburse that fund for expenditures previously made for these repairs.

The Board approved this transfer.

- Montrose School for Girls The Board approved contract between Montrose School for Girls and G. B. Caltrider in the amount of \$84.00 for plumbing materials, payable from the General Construction Loan of 1947-Staff Housing.
- Morgan State College The Secretary reported to the Board that he had received from Mr. Funk advice to the effect that Mr. E. J. Monaghan had been appointed Clerk of the Works for Morgan State College at a salary of \$400.00 per month, this employment to last approximately one year, the time it is estimated it will take to complete the construction work at the college.

Mr. Funk stated that he was still awaiting word from the architects relative to the matter of the fee to be allowed them in connection with the purchase of furniture and equipment for the Girls' Dormitory at Morgan State College. He will report to the Board as soon as he is able to get some expression from the architects on the subject.

Mr. Rennie brought to the attention of the Board a request received from Morgan State College for authority to purchase the following items -

Choir Robes and Vestments for 71 Choir Members	\$2,600
Uniforms for 52-piece band	2,584
Instruments for 52-piece band	6,500
	\$11,684,

to be charged to the appropriation of \$50,000 in the General Construction Loan of 1947 for Laboratory, Classroom, Household, Library and Educational Equipment for the college.

After a discussion of the matter it was decided to obtain advice from The State Law Department as to whether the items mentioned are properly payable out of this appropriation.

Upon the recommendation of the Department of Public Improvements the Board approved contract between Morgan State College and Gunther Hardware, Inc. in the amount of \$1,040.00 for finish hardware on the Temporary Classroom Building, payable from the allotment for this project in the Post War Construction Fund.

Rosewood State Training School - Mr. Funk brought to the attention of the Board a request of Rosewood State Training School to proceed with additional roofing repairs at that institution, with payment to be made from the appropriation in the General Construction Loan of 1947 for deferred maintenance of spouting, gutters, roofs, etc.

The Board approved the award of a contract to Wallace & Gale in the amount of \$2,290.00 for roof repairs for the Hill Building at the school, payable from the appropriation mentioned.

Spring Grove State Hospital - The Board approved the following expenditures in connection with the Remodeling of the Center Building, Kitchen and

and Dining Room of Spring Grove State Hospital, payable from the General Construction Loan of 1947:

J. Norman Otto-M. Henkle Co. \$30.22
J. Norman Otto-M. Henkle Co. 614.40
Maryland Lumber Company 480.20

State Department of Education - The Secretary brought to the attention of the Board request received from the State Department of Education for authority to do additional repairing and painting of various rooms at the State Teachers College-Towson, by Kuhn and Doherty, contractors, in the amount of \$1,275.00.

After a discussion of the matter the Board approved the request, with payment to be made from the General Construction Loan of 1947-Deferred Maintenance and Improvements to School Buildings and Additional Equipment.

State Roads Commission - Mr. Funk submitted to the Board bids which were received January 23, 1948, for the District Office Building to be erected by the State Roads Commission at Salisbury, Maryland, in accordance with a ruling of the Attorney General concerning the expenditure of funds from the current budget of the Commission. It was recommended that the bid of Henry A. Knott, Inc. be accepted for this work in the amount of \$49,277., which price includes a completely fireproof structure.

The Board approved the award of a contract to the Henry A. Knott, Inc. as set forth above, with the architect of the State Roads Commission to supervise the construction.

Department of Motor Vehicles - The Secretary brought to the attention of the Board a letter dated January 30, 1948, from The State Law Department, being a reply to a letter addressed to The State Law Department by the Secretary in accordance with instructions given at a previous meeting, relative to the use of two unexpended balances being carried in the accounts of the Department of Motor Vehicles: -

Headlight Campaign \$1,758.13 Motor Vehicle Inspection Campaign 532.82.

The Commissioner of Motor Vehicles requested that he be authorized to use these unexpended balances in connection with the moving and re-arranging of offices incident to two wings to the building occuppied by the department.

The letter of The State Law Department advised that in their opinion the best way to handle this matter is the payment of the \$2,290.95 into the General Funds of the State, and then for the Board of Public Works to authorize, from the General Emergency Fund, sufficient funds to take care of the re-arrangement of the offices of the Department of Motor Vehicles.

The Board approved the covering of the \$2,290.95 into the General Funds of the State, as recommended by the State Law Department, and stated that if it is impossible for the Department of Motor Vehicles to absorb the cost of moving and re-arranging offices in its current budget, the Board will consider, at a later meeting, the providing of funds to cover the cost of this additional expense.

Department of <u>Tidewater Fisheries</u> - The Secretary brought to the attention of the Board a letter received from the Department of Tidewater Fisheries advising that the price for Portable Belt Conveyers has increased since the Board authorized that department to purchase two Barber-Green Portable Belt Conveyers at a cost of \$1,869.22.

As the Department of Budget and Procurement is handling the details of this matter, the Board approved the purchase at an increased cost, with payment to be made from the Oyster Propagation Funds and a report as to the purchase price to be given the Board at a later meeting.

Maryland State Planning Commission - The Secretary brought to the attention of the Board a letter from the Maryland State Planning Commission suggesting that Mr. I. Alvin Pasarew, Director of the Commission, or a member of his staff, be permitted the attend the meetings of the Board of Public Works so that the Commission might be kept informed of the activities of the State insofar as capital improvements are concerned so that they might be able to perform a better job in their study of the State's needs in connection with this work.

The suggestion was not approved by the Board.

Maryland Tuberculosis Sanatorium - The Board approved the expenditure of \$1,044.76 by Maryland Tuberculosis Sanatorium for Building and Road Materials from John S. Flohr, out of the appropriation of Deferred Maintenance in the General Construction Loan of 1947.

University of Maryland - The Secretary brought to the attention of the Board a letter dated January 27, 1948, from Dr. H. C. Byrd, President, University of Maryland, advising that he was in error in stating that the Walters Property, which lies adjacent to the Men's Dormitories at College Park, could be purchased for \$23,000. He stated that he should have reported the price as \$24,000 and requested the Board to correct the authority previously given to authorize the expenditure of \$24,000 for the purchase of this property.

The Board approved Dr. Byrd's request.

The Secretary brought to the attention of the Board copy of a letter dated January 20, 1948 addressed to Dr. H. C. Byrd, President, University of Maryland, by Mr. Richard W. Emory, Deputy Attorney General, being a reply to a letter dated January 7, 1948, addressed to the Attorney General by Dr. Byrd inquiring as to whether contracts of the University of Maryland for maintenance should be approved by the Board of Public Works. The opinion of Mr. Emory in the matter is as follows.

"We are of the opinion that where contracts for maintenance are other than of a minor nature, they should be approved by the Board of Public Works, and in particular by the Department of Public Improvements and the Chief Engineer, Senator Funk. Under Chapter 171 of the Acts of 1947 the Department of Public Improvements is directed to supervise all 'public improvements', which term includes construction, maintenance and repair of any and every building, structure, or other public work. Senator Funk is actively assisting institutions throughout the State to solve their maintenance problems. Wherever you have need to contract for maintenance, I feel sure that you will find his office of considerable assistance to you. I repeat that, so far as the law is concerned, maintenance, other than very minor items, requires the approval of the Department of Public Improvements and the Board of Public Works, the same as construction."

The Board stated that there was nothing else to do but be governed by the opinion of the Attorney General in the matter.

The Secretary also brought to the attention of the Board a letter dated January 26, 1948, from Dr. Byrd to the Secretary of the Board of Public Works attached to which was a copy of the letter of January 23, 1948 addressed by Dr. Byrd to Mr. Richard W. Emory, Deputy Attorney General, acknowledging receipt of Mr. Emory's letter of January 20, 1948 and calling attention to the complications which might arise in the event it were necessary to follow the opinion of the Attorney General in taking care of emergencies where it would be difficult to obtain the approval of either Mr. Funk or the Board of Public Works for maintenance work.

The Board felt that there could hardly be any real embarrassment come to the University of Maryland because of the necessity of obtaining approval to contracts as outlined in Mr. Emory's letter of January 20, 1948, and that it would not be too difficult to contact either Mr. Funk or the Board of Public Works in connection with any situation which might require prompt

attention.

Mr. Funk advised the Board that he had investigated the work being done by the Williams Construction Company at the University of Maryland-College Park for maintenance of a Parking Area and found that this Parking Area was developed in order to alleviate a very serious traffic condition on the campus of the University.

After a discussion of the matter the Board approved the contract between the Williams Construction Company and the University of Maryland in the amount of \$33,800.00, for this work, with payment to be made from the current budget of the University.

Upon the recommendation of the Department of Public Improvements the Board approved award of a contract to S. E. Dockstader Co., Inc. in the amount of \$36,000 by the University of Maryland for the underground steam extension to the Wind Tunnel at the University, payable from the appropriation of \$850,000 in the General Construction Loan of 1947 for Heating Plant.

The Secretary brought to the attention of the Board a letter received from Dr. Byrd, dated January 27, 1948, relative to the construction of Cottages at the Princess Anne Branch of the University of Maryland. In his letter, Dr. Byrd stated that it was not his understanding that he was to proceed with the erection of one (1) Cottage and that it would be determined after this cottage was gotten underway what would be done about the construction of the remaining cottages, with labor at the University to be used in the construction.

The Board discussed this matter with Mr. Funk and it was decided that the construction of one (1) five-room house should be gone ahead with, with the understanding that Dr. Byrd would work with Mr. Funk in working out the plans and the method of construction.

It was decided that the President's House at Princess Anne College should not be built under the arrangement suggested by Dr. Byrd, but should be done under a general contract. Mr. Funk was instructed to contact Dr. Byrd and work out the procedure, as outlined by the Board in its discussion of the matter at today's meeting.

Mr. Funk reported to the Board that it has been found necessary for the Clerk of the Works for Deer's Head State Hospital to also supervise the construction work of the State Roads Commission-District Office Building at Salisbury and the new barn at the Eastern Shore State Hospital; thus making it impractical for him to also supervise the work at the Princess Anne College. In view of the necessity for close supervision of the cottage construction and the necessity for inspection of the other three construction projects at Princess Anne, Mr. Funk recommended the appointment of a Clerk of the Works for these projects.

The Board approved Mr. Funk's recommendation and requested him to advise the Board when such an appointment has been made.

Building Code - Mr. Funk called the attention of the Board to the fact that the Department of Public Improvements is charged, by law, with the preparation of a State Building Code. However, the preparation of this Code will require several years of intensive study, and will include numerous conferences with committees of Architects, Engineers, Contractors, Material Manufacturers, the National Board of Fire Underwriters, and many other organizations and individuals. After the Building Code is prepared it will be submitted to the General Assembly for approval, and the Legislature will be requested to authorize any municipality or county to adopt it by resolution or ordinance.

After a discussion of the matter the Board approved an allocation of \$1850.00 from the General Emergency Fund to cover \$500 for equipment and expenses in connection with this work, as well as salary at the rate of \$225.00 per month for a secretary for work in connection with the Building Code, on a contractual basis, to the end of the current fiscal year. A request for a further

allotment after July 1, 1948 will receive consideration at the proper time.

### ANNAPOLIS EMERGENCY HOSPITAL:

The Secretary brought to the attention of the Board deed received from the Annapolis Emergency Hospital Association covering the conveyance from the State to the Association of that part of the property operated by the Association which is now titled in the name of the State of Maryland. Chapter 31 of the Acts of 1947 authorizes the State to transfer all right, title and interest in the property to the Association.

The Secretary was instructed to submit the deed to the State Law Department for approval as to form and legal sufficiency. Upon approval of the deed by the Attorney General, the members of the Board will execute same, as authorized by Chapter 31 of the Acts of 1947.

### ANNOTATED CODE:

The Board approved request of the University of Maryland-Bureau of Public Administration for a set of the Annotated Code of Maryland, 1939, two volumes, edited by Dr. Horace E. Flack, and also the 1943 supplement to this code.

#### BUDGET:

The Secretary brought to the attention of the Board a file of correspondence submitted to him by the Budget Bureau relative to a request received from the Volunteer Fire Companies in the 2nd, 3rd, 4th and 5th Districts of Anne Arundel County, through Senator Wilbur R. Dulin, asking that the State compensate these fire departments for the protection they afford State properties located in Anne Arundel County in their respective districts.

After due consideration, the Board felt it was unable to comply with the request that funds be made available to these companies.

Mr. Rennie submitted to the Board a request which had been received from the several mental disease hospitals for authority to use excess salary funds to supplement operating expense items, as follows:-

Crownsville State Hospita, for fuel \$10,947.79
Spring Grove State Hospital - Various items 20,500.00
(with possible need for additional funds for Food)
Rosewood State Training School, for various items 36,800.00.

Inasmuch as these are budget matters, the requests were referred to the Department of Budget and Procurement for proper attention.

#### DEPARTMENT OF CORRECTION:

The Board approved request of the Department of Correction for the transfer of the following funds to the State Use Industries account of the Board of Correction:

Maryland Penitentiary-State Use Industries Fund
Maryland House of Correction-State Use Industries Fund
Maryland State Reformatory for Males-State Use Industries Fund

dustries Fund

\$3,500
1,200

\$5,500.,

for use in payment of the salary and traveling expenses of the Industrial Superintendent, Penal Institutions, Sales Promotion Manager, and Chief Accountant of the Department of Correction to the end of the current fiscal year.

#### DEPARTMENT OF MOTOR VEHICLES:

Mr. Rennie submitted to the Board a Progress Report to January 30, 1948 of the work at the Department of Motor Vehicles being supervised by Griffenhagen & Associates, as covered in a memorandum to Mr. Kirkman from Mr. Reigle.

The Board read the report and after some discussion of it with Mr. Rennie it was felt that it was clear as to what was being done at the office of the Department of Motor Vehicles, and that things were working out satisfactorily.

#### DEPARTMENT OF TIDEWATER FISHERIES:

The Secretary brought to the attention of the Board a communication received from the Department of Tidewater Fisheries in which the Board was requested to authorize reimbursement from the budget of the department to Mr. Brice Kinnamon, of Cambridge, in the amount of \$86.23, covering repairs to Mr. Kinnamon's automobile, made necessary by damages claimed to have been done by violators of the law during an arrest made by Mr. Kinnamon, employe of the department.

Inasmuch as it did not appear from the correspondence that there was evidence to show that said violators were the ones who caused the damage to the automobile, the Secretary was requested to ask the department for further and more definite information as to all of the facts in the case.

#### COMPTROLLER OF THE TREASURY:

The Secretary submitted to the Board a file of correspondence between the office of the State Comptroller and The State Law Department relative to certain outstanding accounts for taxes on rolling stock. The State Law Department recommended that the accounts of -

Root Petroleum Company John E. Shatford, Agent \$25.05 14,85,

be written-off as uncollectible.

The Board approved the recommendation of The State Law Department and authorized the State Comptroller to be governed accordingly.

#### GENERAL EMERGENCY FUND:

1- See: Construction-Building Code, these Minutes

\$1850.00

2- Mr. Rennie brought to the attention of the Board a request received from Maryland Training School for Boys for additional funds to take care of the payment of salaries to employees in lieu of compensatory time-off for working on various legal holidays. Mr. Rennie submitted a statement showing the legal holidays on which the employees worked and for which compensatory time had not been given; also, where employees had already been paid salary in lieu of time-off; and, a request of the school for funds for legal holidays for which time-off has not been given employees nor for which have the employees received salary.

The Board approved the payments, totaling \$597.60, which have already been made to employees for the period July 4, 1947 to October 13, 1947, inclusive.

As to the other legal holidays for which payment has not been made and for which it is claimed that compensatory time cannot be given because of the personnel situation, the Board took no action but requested Mr. Rennie to discuss this matter with Mr. J. Milton Patterson, Director, State Department of Public Welfare, so that the Board would have the benefit of the views of Mr. Patterson in passing upon the request of the school for an allotment of the money necessary to take care of this expense if it should be decided to reimburse the employees in accordance with the request of the school.

The Board deferred action on request of Maryland Training School for Boys for additional funds for salaries (\$14,244) and operating expenses \$\$21,710) for the 1948 fiscal year.

3- The Board approved request of the Commissioner of the Land Office for an allotment of \$2,000 from the General Emergency Fund for the payment of index services on account of the increased volume of indexing to be done during the remainder of the present fiscal year.

4- The Board discussed the situation with reference to the financial emergency existing at St. Mary's Industrial School, and after going into the matter fully it was agreed to make available to the school for the current fiscal year for operating expenses the sum of \$17,671.00, with the understanding that a study would be made as to any additional funds which it might be in order to allocated to the school in connection with the repairs that are necessary.

It was also felt that some consideration should be given to the question of an emergency which the State might face in taking care of the boys committed to the school in the event the school authorities felt compelled to discontinue the operation of the school.

5- The Governor discussed with the Board the matter of some correspondence which he has had with Dr. Morris L. Radoff, Archivist, relative to the setting up of an agency within the State, or using an existing agency of the State, which would function as a source of information about the State to take care of inquiries received, and also to publicize the State.

After reading Dr. Radoff's letter of February 2, 1948 recommending the set-up which, in his opinion, would represent a beginning of a program and which would enable the State to decide on the kind of a program to submit to the General Assembly in 1949, it was agreed to make available out of the General Emergency Fund the sum of \$11,000 to cover the following items:

Travel and communications	\$500.00
Photographic equipment and supplies	2,000.00
Publications	2,000.00
Salaries	6,500.00,

for the Hall of Records and to be expended under the supervision of Dr. Radoff. Mr. Rennie was requested to contact Dr. Radoff as to the necessary budget amendment for the transfer of these funds.

6- The Board approved request of the State Library for an allotment of \$200.00 from the General Emergency Fund to cover:-

Item No. 206 - Communication

For cartons and postage for distribution of the 1947 supplement to the Annotated Code of Mary-\$100. For mailing 1946 and 1947 Special Session Laws, extra amount necessary to mail 1947 Regular Session Laws and Journals and cartons.

100. \$200.

- 7- Upon the recommendation of the Governor, the Board approved an allotment of \$500.00 from the General Emergency Fund to the "Citizens' Food Committee of Maryland".
- 8- Upon the recommendation of the Department of Budget and Procurement the Board approved an allotment of \$2,725.00 from the General Emergency Fund to the budget of the Maryland State Planning Commission to meet the approved revisions in the standard salary scale under Item 1-Director, for the rest of the current fiscal year.
- 9- The Board deferred action on the request of the State Aviation Commission for an allotment from the General Emergency Fund, pending receipt of further information.
- 10- The Board referred to the Department of Budget and Procurement request from the Maryland Training School for Colored Girls, dated January 22, 1948, for an allotment of funds from the General Emergency Fund in the amount of \$22,335.00 to supplement the budget of that institution for the current fiscal year.
- 11- Upon the recommendation of the Department of Budget and Procurement

the Board approved an allotment of \$7,000 from the General Emergency Fund to Item 208-A of the budget of the State Insurance Department (Examiners' Traveling Expenses) necessary to the end of the current fiscal year. This amount will be recovered as General Fund Revenue through charges to insurance companies for out-of-State examinations participated in by Maryland examiners.

### STATE EMPLOYEES:

The Secretary brought to the attention of the Board a letter received from the <u>Maryland Tuberculosis Sanatorium</u>, dated January 15, 1948, relative to compensation to be paid employees for time to which they are entitled because of working on Sundays and holidays.

As it was felt that further information was desirable, the matter was referred to the Department of Public Welfare and Mr. Kirkman.

The Secretary brought to the attention of the Board communications which had been received from the Department of Employment Security and the State Department of Public Welfare relative to the allowance by the State to employees for the use of privately-owned <u>automobiles</u> in connection with their State duties.

Mr. Patterson stated that he felt that the rate of six cents  $(6\mathfrak{c})$  a mile allowed at this time was insufficient and recommended that the Board of Public Works consider increasing this rate. Mr. Russell S. Davis advised the Board that numerous complaints in this matter had been received by his department.

After due consideration, it was agreed to increase the rate from  $6\phi$  to  $7\phi$  per mile and that where an employe used his car to convey other employes he was to be allowed an additional  $1\phi$  per mile for the employe taken with him, and a total of  $9\phi$  per mile where an employe is accompanied by two or more fellow workers. The new rates are effective as of February 1, 1948.

The Secretary brought to the attention of the Board a letter dated January 7, 1948, received from Mr. Isidore E. Levin, attorney, requesting payment by the State of compensation awarded to Mr. Lacy M. Vinson, who, while employed by <u>Spring Grove State Hospital</u>, met with an accident and lost the sight of his left eye. The State Industrial Accident Commission made an award of \$20.00per week for a period of 160 weeks.

The Secretary was instructed to refer this claim to the Attorney General for his consideration and advice.

The Secretary was also instructed to inquire of the Employees' Retirement System of Maryland whether this employe was a member of the system and if this case has been presented to that system for consideration.

The Secretary brought to the attention of the Board a submission from the State Accident Fund relating to the covering of all State employees by the State Accident Fund under the provisions of the Workmen's Compensation Law.

After due consideration of this matter the Governor stated that he will appoint a Committee to look into the question of covering the State employees under the Workmen's Compensation Law in connection with any injuries they may sustain in the course of their State employment.

The Secretary brought to the attention of the Board a communication received from the State Roads Commission, dated January 27, 1948, submitting an application for an extension of <u>sick leave</u> in the case of William A. Miller, employe of that Commission, who is away from his employment at this time due to illness and who will not be able to return to duty until after the expiration of the usual sick and vacation leave to which

he is entitled.

Upon being advised that Mr. Miller's application for an extension of sick leave did not conform to the provisions of the law in that he has not been employed continuously for ten years immediately proceeding his application, the Board felt unable to give consideration to the application.

#### STATE AVIATION COMMISSION:

The Secretary brought to the attention of the Board copy of letter dated January 30, 1948 addressed to Mr. Kirkman by the State Aviation Commission relative to the \$125,000 appropriation by the Special Session of the General Assembly in November 1947 to the State Aviation Commission to be used by said Commission for the purpose of supplementing or matching any assistance rendered or granted by the United States of America to any municipality or political sub-division of this State for the planning, acquisition, construction, or improvement of any airport owned or controlled, or to be owned or controller, by such municipality or political sub-division. The State Aviation Commission reported to the Board of Public Works that after due consideration it had approved applications made by various towns as follows.

Frederick		\$46,300.00
Crisfield	,	17,500.00
Salisbury	,	33,700.00
Cambridge	,	27,500.00
•		\$125,000.00.

The allocations have been made subject to the several towns complying with all the requirements of the Federal and State Governments.

After due consideration, the Board approved the action of the State Aviation Commission in making these allocations.

# STATE OFFICE BUILDING:- Baltimore.

The Secretary brought to the attention of the Board a letter dated January 16, 1948, received from Mr. Charles M. Bandiere recommending that the Board consider the use of a plot of ground fronting on Howard Street and bounded on the North by Druid Hill Avenue and on the West by Eutaw Street, Baltimore, as a site for the new State Office Building to be erected in that city.

Attention was also called to the editorial appearing in The Sun of February 2, 1948, on this subject.

After due consideration of the matter, Mr. Funk was requested to get information as to what has been done in North Carolina where a State Office Building has been built and in which is housed the Unemployment Compensation Board, with the Social Security Board having an agreement with the State of North Carolina for the payment of rent, which is used by the State in connection with the financing for the construction of the building, and then to report to the Board regarding same at a later meeting.

#### STATE PROPERTY:

The Board approved the following disposal of property as submitted by Mr. Rennie in his agenda for today's meeting.

Clerk of the Circuit Court for Howard County	\$105.00
Springfield State Hospital	200.00
Maryland Training School for Boys	845.00
State Use Industries	100.00
,	\$1,250.00.

### STATE RECORDS:

The Board approved the request of the Department of Employment Security for authority to destroy records of that agency for the year 1942 which are of no further value to the department and of no permanent value to the

Hall of Records, with the understanding that the usual certification of destruction will be furnished.

### ADJOURNMENT:

There being no further business, the meeting was adjourned.

Joseph OcmcCuseer
Secretary.

### GENERAL EMERGENCY FUND:

The Governor advised the Board that he had reviewed the request of the City of Salisbury for an allotment of \$25,000 from the General Emergency Fund for reimbursement to owners of oyster beds in the Wicomico River for damage which may be suffered as a result of dredging to be done by the Federal Government, and found the request to be in order.

The Board confirmed its action in indicating its willingness to approve this allotment, if recommended by the Governor, and requested the Department of Budget and Procurement to prepare the necessary budget amendment.

### CONSTRUCTION:

1- University of Maryland - The Board confirmed the approval given by the individual members of the Board, previously, to the awarding of a contract by the University of Maryland to the Burnap-Owens Construction Company, Inc. for the construction of Women's Dormitories, known as No. 2 and No. 3, in accordance with plans and specifications prepared by Taylor and Fisher, architects, with the eliminations which had been agreed upon to reduce the cost to a point to come within available funds. The amount of the contract is \$604,156.00, which amount includes premium of \$6,000 for a construction bond to be given by the contractor to cover his obligation to the State under this contract, and also \$35,000 to cover a flat fee to the contractor.

In formally approving this contract, which was prepared by The State Law Department, the Board indicated that no adtion was to be taken by the University of Maryland on the provision in the contract covering an option to the owner to reinstate construction of the South Wing of Dormitory No. 3, at column lines 53, 12, and 38, in the amount of \$87,213.00, which would increase the contract price from \$604,156.00 to \$691,369.00, without the school first having obtained from the Board of Public Works the necessary authority to do so.

The Board approved the expenditure of the appropriation of \$600,000 in the General Construction Loan of 1947 for this project together with additional funds of \$36,249.36 for the architects' fee of 6% and \$4,156.00 over-run in the actual contract price for the work to be done, or a total of \$40,405.36, this latter figure of \$40,405.36 to be made available from current excess student fees\*of the institution, and \$12,000.00 of Post War Construction Fund moneys.

Secretary.

\* \$28,405.36, as there is \$12,000 of Post War Construction Fund moneys available for this project.